



CAC/RCP 1-1969, Rev. 4-2003



Doc No: QMSPL\_F/9.2\_F13

CONFIDENTIAL

ISSUED TO: REBEL FOODS PVT LTD



Name of Company		FSSAI License No.	
Company Representative			
Site Address			
State		Pin Code	
Phone No.:		Website:	<u>                        </u>
E mail:			
Audit Team:		Audit Type:	<u>                        </u>
Date of Audit:	<u>                        </u>	Audit Criteria:	
Type of Audit:	Pre Assessment      Annual audit		
Scope			
Manpower	Male		Female

**Instruction for completing the checklist**

This checklist is based on HACCP-INTERNATIONAL CODE OF PRACTICE GENERAL PRINCIPLES OF FOOD HYGIENE CAC/RCP 1-1969, Rev. 4-2003.

The compliance for each requirement are defined as Y = Yes, N = No, NI = Need Improvement, and N/A = Not Applicable. Please write down your comments or any objective evidence of non-conformities are found.

**For more than 20 No's, there has to be a new audit scheduled, no conformation can be issued.**

**Note:** Compliance to this Checklist should be appropriate in regard to the complexity, nature and size of the operation. Some requirements could be a major nonconformance if the severity justifies this, e.g. if the nonconformance results in unsafe products and/or causes a significant public health risk.

Color Coding:

Y	Compliance
N	Not Compliance
NI	Needs Improvement
N.A	Not Applicable
Yellow	Highlighted text

## Legal Requirements

S.NO.	LICENSES AND CERTIFICATION	DETAILS
1	FSSAI LICENSE	License No: 13319004000100 Validity: 11-04-2022 to 04-08-2027  <b>Finding:</b> Category Restaurant.
2	WEIGHTS & MEASURES	Book No. 0103, S. No. 033 Machine Sr no.: A01-A40 Date: 04/01/2024 Next Due Date: 04/01/2025
3	LABOR/SHOP ACT DEPARTMENT REGISTRATION CERTIFICATE OF SHOP OR COMMERCIAL.	LICENSE NO: 2019033541 VALID FROM-12.05.2019
4	CALIBRATION CERTIFICATE OF PEN SHAPE- PROBE THERMOMETER	CERTIFICATE NUMBER- SE/DTH/1646 MODEL NO: DIGITAL/TP-101 RANGE: -50 TO 300'C LEAST COUNT- 0.1'C. CALIBRATED ON 22.10.2023 AND NEXT DUE IS ON 21.10.2024
5	CALIBRATION OF DISPLAY THERMOMETER- WALK IN.	Calibration done by External Vendor.
6	MEDICAL CERTIFICATE	SAMPLE: 1. Farjan (CDO) 2. Babloo (Rider) 3. Deepak Kumar (Coach) DATE: 09/09/2023, Certified By Dr. Sachin Kumar Sharma Reg NO.: DMC-18193 TEST PERFORMED AS PER FSSAI  1. Physical Parameter 2. Blood Test 3. Eye Vision 4. Vaccine-Typhoid
7	FOOD TEST	SAMPLE: Double Peproni pizza Lab: Equinix  <b>REPORT NO: EQNX:001:LAB:F231003398</b> <b>DATE: 17/10/2023</b> <b>SAMPLE DRAWN BY: IAB</b> <b>REMARK: THE RESULT OF</b> <b>ANALYSIS OF FOOD SAMPLE</b> <b>CONFORMS TO THE</b> <b>RECOMMENDED FOR THE TESTED</b> <b>PARAMETER ONLY, HENCE THE</b> <b>SAMPLE IS SUITABLE FOR</b> <b>CONSUMPTION BASED ON THE</b> <b>TEST CARRIED OUT.</b>

8	WATER TEST REPORT	REPORT NO: W20231209-065-103 FARELAB DATE: 14/12/2023 SAMPLE DRAWN BY LAB REPRESENTATIVE. REMARK: THE SAMPLE CONFIRMS TO IS 10500:2012
9	EQUIPMENT SWAB	SAMPLE: Hand Swab - Fare Labs EMPLOYEE NAME: Not Found on Report Fare Labs REPORT NO: OT20230926-013-134 DATE: 03.10.2023 SAMPLE DRAWN BY LAB REMARK: THE RESULT OF ANALYSIS OF SWAB SAMPLE CONFORMS TO THE RECOMMENDED FOR THE TESTED PARAMETER ONLY; HENCE THE SAMPLE IS ACCEPTABLE WITH RESPECT TO PERSONNEL HYGIENE BASED ON THE TEST CARRIED OUT.
10	PEST CONTROL	PEST SHIELD Last service History: 28/02/2024
11	FIRE NOC	N.A.



The Quantus logo is a large, semi-transparent watermark centered on the page. It features the word "Quantus" in a bold, sans-serif font. A red circle is positioned over the letter "Q". A registered trademark symbol (®) is located in the top right corner of the "s" character.

Requirements & Guidelines	Compliance				Evidence & Comments	
	Y	N	NI	N/A		
<b>CODEX - FOOD HYGIENE</b>						
<b>SECTION IV – ESTABLISHMENT: DESIGN AND FACILITIES</b>						
<b>4.1 LOCATION</b>						
<b>4.1.1 ESTABLISHMENTS</b>						
1. Should be located away from environmentally polluted areas and industrial activities						
2. Should be avoided from flooding						
3. Should be avoided from infestation of pests						
4. Surroundings adequately drained						
<b>4.1.2 EQUIPMENT</b>						
Equipment should be located so that it:						
1. Allows sufficient maintenance and cleaning						
2. Functions properly						
3. Facilitates sanitation						
<b>4.2 PREMISES AND ROOMS</b>						
<b>4.2.1 DESIGN AND LAYOUT</b>						
1. Internal design and layout of food manufacturing area should allow good sanitation and prevent cross-contamination between operations						
<b>4.2.2 INTERNAL STRUCTURES AND FITTING</b>						
1. Walls, partitions, floors that are durable, impervious, cleanable						
2. Walls, partitions should have a smooth surface of appropriate height						
3. Floors constructed to permit liquids to drain effectively						

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
4. Ceilings and overhead fixtures should be designed so as to reduce the accumulation of dirt and condensation droplet, and the shedding of substances					
5. No difficulty in cleaning the window					
6. Window should be designed to reduce the accumulation of dirt					
7. It should be fitted with removable and cleanable insect-proof screens if necessary					
8. It should be fixed where appropriately					
9. Doors should have non-absorbent, smooth surface, easy to clean and disinfect					
10. Working surfaces that come into direct contact with the food should be durable, cleanable, easy to maintain and disinfect					
11. They should be made of smooth, non-absorbent materials and do not react with the food, detergents and disinfectants under normal operations					
<b>4.3 EQUIPMENT</b>					
<b>4.3.1 GENERAL</b>					
1. Equipment and containers that have direct contact with food should be designed to make sure that they can be sufficiently cleaned, disinfected and maintained to prevent food from contamination					
2. Equipment and containers should be made of non-toxic materials					
3. Equipment should be durable, movable or capable of being disassembled to allow for maintenance, cleaning, disinfection, monitoring so as to facilitate the inspection of presence of pests					
<b>4.3.2 FOOD CONTROL &amp; MONITORING EQUIPMENT</b>					
1. Equipment used to cook, heat treat, cool, store or freeze food should be designed to reach the desired food temperatures to be controlled and monitored					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
2. Equipment should have effective ways to control and monitor humidity, ventilation and any other characteristics likely to have a harmful effect on the fitness of food. These requirements are proposed to ensure that:					
3. Undesirable microorganisms or their toxins are eliminated or reduced to safe levels or their growth are controlled effectively					
4. Critical limits established in HACCP-based scheme can be monitored					
5. Temps and other conditions required to fitness of food can be reached and kept					
<b>4.3.3 CONTAINERS FOR WASTE AND INEDIBLE SUBSTANCES</b>					
1. Containers for waste, by-products, inedible or dangerous substances should be identifiable, of appropriate design and made of impervious material					
2. Containers for holding dangerous substances should be identified, and where appropriate, lockable					
<b>4.4 FACILITIES</b>					
<b>4.4.1 WATER SUPPLY</b>					
1. A sufficient supply of potable water with suitable facilities for its storage, distribution and temperature control should be available to ensure the fitness of food for human consumption					
2. Potable water should be as specified in the latest edition of WHO Guidelines for Drinking Water Quality, or a higher standard of water					
3. Non-potable water should have an individual system					
4. Non-potable water systems should be identified and should not have direct contact with potable water systems					-----
<b>4.4.2 DRAINAGE &amp; WASTE DISPOSAL</b>					
1. Sufficient drainage and waste disposal systems and facilities should be available					
2. They should be designed so that the contamination of food or the potable water supply is prevented					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
<b>4.4.3 CLEANING</b>					
1. Sufficient facilities with suitable design should be provided for cleaning food, utensils and equipment					
2. Such facilities should have a sufficient supply of hot and cold potable water where necessary					
<b>4.4.4 PERSONNEL HYGIENE FACILITIES &amp; TOILETS</b>					
Personal hygiene facilities should be available to make sure that a high degree of personal hygiene can be kept and to prevent food from contamination. Facilities should include:					
1. Sufficient ways of washing and drying hands, including wash basins and a supply of appropriate temperature water					
2. Lavatories of appropriate design					
3. Adequate changing facilities for personnel					
4. Such facilities should be appropriately designed to prevent cross contamination					
<b>4.4.5 TEMPERATURE CONTROL</b>					
1. Adequate facilities should be available for heating, cooling, cooking, refrigerating and freezing or frozen foods, monitoring food temperatures, and if necessary, controlling room temperatures to ensure fitness of food for human consumption					
<b>4.4.6 AIR QUALITY &amp; VENTILATION</b>					
Sufficient means of natural or mechanical should be available to:					
1. Reduce air-borne contamination of food					
2. Control room temperatures					
3. Control odors					
4. Control humidity to make sure the food is fit for human consumption					
5. Ventilation systems should be designed so that there is no contamination of air and, where necessary, they should be kept cleaned					
<b>4.4.7 LIGHTING</b>					
1. Sufficient natural or artificial lighting should be available to allow the undertaking to operate in a hygienic way					
2. Lighting should not alter the color of food					
3. The intensity should be sufficient					
4. Lighting fixtures should have protective measures so that there is no contamination in case of breakage					
<b>4.4.8 STORAGE</b>					
1. Adequate facilities for the storage of food, ingredients and non-food chemicals should be available					
Food storage facilities should be designed to:					
1. Allow sufficient maintenance and cleaning					
2. Prevent pest entry and infestation					
3. Make sure that food is protected from contamination during storage					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
4. Reduce deterioration of food					
5. The type of storage facilities needed will depend on the nature of the food. Individual facilities for cleaning materials and harmful substances should be available					
Requirements & Guidelines		Compliance			
		Y	N	NI	N/A
<b>SECTION V – CONTROL OF OPERATION</b>					
<b>5.1 CONTROL OF FOOD HAZARDS</b>					
Operators of food business should control food hazards through e.g. HACCP. They should:					
1. Identify steps in operations which are important to food					
2. Implement effective control steps					
3. Monitor control step to make sure effectiveness is continuous					
4. Review control steps regularly, and whenever there is a change in the operations					
5. These systems should be applied throughout the food chain to control food sanitation throughout the shelf-life of the final product through proper product and process design					
<b>5.2 KEY ASPECTS OF HYGIENE CONTROL SYSTEMS</b>					
<b>5.2.1 TIME &amp; TEMPERATURE CONTROL</b>					
Temperature control systems should consider:					
1. Nature of food					
2. Intended expired date of final product					
3. Method of packaging and processing					
4. The intended use of product					
5. Such systems should specify tolerable limits for time and temperature variations. Temperature recording apparatus should be checked routinely and tested for accuracy					
<b>5.2.2 SPECIFIC PROCESS STEPS</b>					
Steps which contribute to sanitation include:					
- chilling, thermal processing, irradiation, drying, chemical preservation, vacuum or modified atmospheric packaging					
<b>5.2.3 MICROBIOLOGICAL AND OTHER SPECIFICATIONS</b>					
1. Physical, chemical and microbiological specifications used in food control systems should be based on sound scientific principles					
2. Monitoring procedures, analytical methods and action limits should be stated where necessary					
<b>5.2.4 MICROBIOLOGICAL CROSS CONTAMINATION</b>					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
1. Raw, unprocessed food should be separated from ready-to-eat foods, with cleaning and disinfection immediately where necessary					
2. Entry to processing location may require restriction				—	
3. If there is a high risk, entry to processing location should be allowed via a changing facility only					
4. Personnel may require to wear protective clothing					
5. Surfaces, utensils, equipment, fixtures and fittings should be thoroughly cleaned and where necessary disinfected after raw food has been handled	—				
<b>5.2.5 PHYSICAL &amp; CHEMICAL CONTAMINATION</b>					
1. Systems should be set to prevent contamination of foods by foreign substance (e.g. glass, metal shards from machinery, dust, harmful fumes and unwanted chemicals)				—	
2. In manufacturing and processing, appropriate detection/screening devices should be available where necessary	—		—	—	
<b>5.3 INCOMING MATERIAL REQUIREMENTS</b>					
1. No raw materials or ingredients should be accepted by a manufacturing plant if it contains parasites, undesirable microorganisms, pesticides, veterinary drugs or toxic, decomposed or foreign matter which would not be reduced to an acceptable level by normal processing or sorting					
2. Specifications for raw materials should be applied where necessary					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
3. Raw materials or ingredients should be inspected before processing				—	
4. Laboratory tests should be performed					
5. Stock rotation should be applied to raw materials and ingredients. (FIFO)				—	
<b>5.4 PACKAGING</b>					
1. Packaging design and materials should offer sufficient protection for products to reduce contamination, avoid damage and accommodate appropriate labeling			—		
2. Packaging materials or gases should be non-toxic and does not have an adverse effect to the fitness of food under the specified conditions of storage and use					
3. Reusable packaging should be durable, easy to clean and disinfect					
<b>5.5 WATER</b>					
<b>5.5.1 IN CONTACT WITH FOOD</b>					
Only potable water should be used in food handling and processing. Exceptions are as follows:					
1. For steam production, fire control and similar purposes not connected with food		—			
2. In certain food processes which do not threaten the fitness of food for human consumption					
3. Recirculated water should have received no further treatment and water recovered from processing by evaporation or drying may be used if there is no threat to the fitness of food		—			
<b>5.5.2 AS AN INGREDIENT</b>					
1. Potable water should be used to prevent food from contamination					
<b>5.5.3 ICE &amp; STEAM</b>					
1. Ice should be made from water that complies with section 4.4.1. Ice and steam should be handled and stored to prevent them from contamination					
2. Steam has direct contact with food or food contact surfaces should not have an adverse effect to the fitness of food					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
<b>5.6 MANAGEMENT AND SUPERVISION</b>					
1. Managers and supervisors should have sufficient knowledge of sanitation principles and practices so that they can judge if there are potential risks, take appropriate measures and corrective action, and make sure monitoring and supervision are performed properly					
<b>5.7 DOCUMENT &amp; RECORDS</b>					
1. Records of processing, production and distribution should be kept and retained for a period that exceeds the shelf-life of the product					
2. Credibility and effectiveness of the food safety control system can be enhanced by documentation					
<b>5.8 RECALL PROCEDURES</b>					
1. Effective procedures should be available to deal with food safety hazard					
2. Effective procedures should be available for complete recall of any implicated lot of the final product from the market					
3. If a product has been recalled because of health hazard, other products which are under similar processing, and which may have an adverse effect to public health, should be checked for safety and may require to be recalled					
4. Public warnings should be considered					
5. Recalled products should be held under supervision until they are destroyed, used for purposes other than human consumption, determined to be safe or reprocessed in a way to ensure safety					
<b>SECTION VI - ESTABLISHMENT: MAINTENANCE &amp; SANITATION</b>					
<b>6.1 MAINTENANCE &amp; CLEANING</b>					
<b>6.1.1 GENERAL</b>					
Establishment and equipment should be kept in an appropriate state of repair and condition to:					
1. Facilitate hygiene procedures					
2. Function properly, especially at critical procedures (Paragraph 5.1).					
3. Avoid contamination of food					
4. Cleaning methods should remove food residues and dirt					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
5. Disinfection may be required after cleaning					
6. Cleaning chemicals should be handled carefully and used under manufacturers' instructions			—		
7. Cleaning chemicals should be stored away from food in clearly identified containers to avoid contamination					
<b>6.1.2 CLEANING PROCEDURE &amp; METHODS</b>					
Cleaning can be conducted by separate or combined use of physical methods					
Cleaning procedures may involve:					
1. Removing gross debris from surfaces			—	—	
2. Applying a detergent solution to loosen soil and bacterial film and hold them in solution	—				
3. Rinsing with water which complies with section 4, to eliminate loosened soil and residues of detergent		—	—		
4. Dry cleaning or other appropriate methods for eliminating and collecting residues and debris	—		—	—	
5. Disinfection where necessary					
<b>6.2 CLEANING PROGRAMS</b>					
Cleaning and disinfection programs should make sure that all components of the plant are clean, and include the cleaning of cleaning equipment					
Cleaning and disinfection programs should be monitored for suitability and effectiveness. If necessary, they should be documented					
If written cleaning programs are used, they should specify:					
1. Locations, items of equipment and utensils to be cleaned	—	—	—	—	
2. Responsibility for particular jobs	—	—	—	—	
3. Method & frequency of cleaning	—	—	—	—	
4. Monitoring arrangements	—	—	—	—	
5. If necessary, programs should be consulted with specialists				—	
<b>6.3 PEST CONTROL SYSTEMS</b>					
<b>6.3.1 GENERAL</b>					
1. Good hygiene practices should be developed to prevent infestation of pests					
2. Good hygiene practices, inspection of incoming materials and good monitoring can reduce breeding of insects and reduce the use of pesticides					
<b>6.3.2 PREVENTING ACCESS</b>					
1. Buildings should be kept in good repair to prevent pest entry and to reduce potential breeding locations					
2. Holes, drains and other places where pests are likely to gain entry should be kept sealed					
3. Wire mesh screens can reduce the access of pests	—	—	—	—	
4. Animals should be excluded from the food manufacturing plants.	—			—	
<b>6.3.3 HARBOURAGE &amp; INFESTATION</b>					

Requirements & Guidelines	Compliance				Evidence & Comments	
	Y	N	NI	N/A		
1. Potential food sources should be stored in pest-proof containers and/or stacked above the ground and away from walls				—		
2. Areas should be kept clean	—	—	—	—		
3. Waste should be stored in covered, pest-proof containers						
<b>6.3.4 MONITORING &amp; DETECTION</b>						
1. Food plants and surrounding areas should be routinely checked for evidence of infestation						
<b>6.3.5 ERADICATION</b>						
1. Pest infestation should be handled immediately						
2. Treatment with chemical, physical or biological agents should be conducted carefully						
<b>6.4 WASTE MANAGEMENT</b>						
1. Appropriate provision should be performed for the removal and storage of waste						
2. Waste should not be permitted to pile up in food handling, food storage, working areas and surrounding environment						
3. Storage areas should be kept clean				—		
<b>6.5 MONITORING EFFECTIVENESS</b>						
1. Sanitation systems should be monitored for effectiveness, regularly verified by effective ways (e.g. Audit pre-operational inspection, microbiological sampling of environment and food contact surfaces and routinely reviewed and adapted to reflect changed circumstance)						
Requirements & Guidelines	Compliance				Evidence & Comments	
	Y	N	NI	N/A		
<b>SECTION VII - ESTABLISHMENT: PERSONAL HYGIENE</b>						
<b>7.1 HEALTH STATUS</b>						
1. Persons suspected to be suffering from, or to be a carrier of a disease likely to be transmitted through food, should not be permitted to enter food handling areas						
2. People so affected should report illness to management immediately						
3. Medical examination of a food handler should be conducted if clinically or epidemiologically indicated						
<b>7.2 ILLNESS &amp; INJURIES</b>						
1. Jaundice, diarrhea, vomiting, fever, sore throat with fever, visibly infected skin lesions, discharges from ears, eyes, noses should be reported to management						
2. Staff infected with above illness should not	—	—	—	—		

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
1. They should handle food					
3. They should consider medical examination					
<b>7.3 PERSONAL CLEANLINESS</b>					
1. Food handlers should be of high degree of personal cleanliness, wear protective clothing, head covering and footwear					
2. Cuts and wounds should be covered					
3. Personnel should wash their hands <ul style="list-style-type: none"> <li>• at the beginning of food handling</li> <li>• Immediately after of food handling</li> <li>• after handling raw food or contaminated material where this may contaminate other food items; they should not handle ready-to-eat food</li> </ul>					
<b>7.4 PERSONAL BEHAVIOR</b>					
1. Smoking, spitting, chewing or eating, sneezing/coughing over unprotected food are not allowed					
2. Jewelry watches, pins should not be worn in food handling locations if there is a risk to the fitness of food					
<b>7.5 VISITORS</b>					
1. Visitors to food manufacturing, processing areas should wear protective clothing and obey the personal hygiene provisions in this section					
Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
<b>SECTION VIII – TRANSPORTATION</b>					
1. Food should be sufficiently protected during transport					
<b>8.1 GENERAL</b>					
2. Food should be sufficiently protected during transportation					
3. Conveyances or containers should be of appropriate design					
<b>8.2 REQUIREMENTS</b>					
Conveyances and bulk containers should be designed so that they:					
1. Do not contaminate foods or packaging					
2. Can be cleaned effectively and disinfected					
3. Allow separation of different foods or foods from non-food substances during transport					

Requirements & Guidelines	Compliance				Evidence & Comments	
	Y	N	NI	N/A		
4. Provide protection from contamination						
5. Can maintain temperature, humidity, atmosphere and other situations to protect food from undesirable microbial growth and deterioration						
6. Permit required temperature, humidity and other conditions to be monitored						
<b>8.3 USE &amp; MAINTENANCE</b>						
1. Conveyances and containers for food transportation should be maintained in an appropriate state of repair, cleanliness and condition						
2. If the conveyance or container is used for transporting different foods or non-foods, cleaning and disinfection should be performed between loads			-	-		
3. In bulk transport, containers and conveyances should be designed and labelled for food use only and be used only for that intention						
Requirements & Guidelines	Compliance				Evidence & Comment	
	Y	N	NI	N/A		
<b>SECTION IX - PRODUCT INFORMATION &amp; CONSUMER AWARENESS</b>						
<b>9.1 LOT IDENTIFICATION</b>						
1. Lot identification is necessary in product recall				-		
2. Effective stock rotation may require lot identification						
3. Each container of food should be labeled to identify the producer and the lot						
4. Codex General Standard for the labeling of Pre packaged Foods (CODEX STAN1-1985) applies			-			
<b>9.2 PRODUCT INFORMATION</b>						
1. All food products should have adequate information to enable the next person in the food chain to handle						
<b>9.3 LABELLING</b>						
1. Prepackaged foods should be labeled with clear instructions to enable the person in the food chain to handle safely						
<b>9.4 CONSUMER EDUCATION</b>						
2. Health education programs should cover general food sanitation			-	-		
3. Such programs should make sure that the consumers understand the importance of product information and to follow instructions come with the products and make informed choices		-				
4. Consumers should be notified of the relationship between time/temperature control				-		

Requirements & Guidelines	Compliance				Evidence & Comments	
	Y	N	NI	N/A		
and foodborne illness if necessary						
<b>SECTION X – TRAINING</b>						
<b>10.1 AWARENESS AND RESPONSIBILITIES</b>						
1. Personnel should know their role and responsibilities in protecting food from contamination or deterioration						
2. Food handlers should have the knowledge and techniques to make sure that they can handle the food in a clean way						
3. Those who are responsible for strong cleaning chemicals or other potentially hazardous chemicals should be taught so that they know how to handle the chemicals safely						
<b>10.2 TRAINING PROGRAMS</b>						
Factors consider in assessing the level of training needed include:						
1. Nature of food; especially its ability to support growth of undesirable microorganisms						
2. The way in which the food is processed and packaged						
3. Further preparation before final consumption of the product						
4. The storage conditions of the food and the expected length of time before consumption						
<b>10.3 INSTRUCTION &amp; SUPERVISION</b>						
1. Regular assessments of the effectiveness of training and instruction programs should be performed						
2. Regular supervisors and checks should be conducted to make sure that procedures are effective						
3. Managers and supervisors of food processing plants should have the knowledge of sanitation principles and practices to see if there is any threat and take the corrective action						
<b>10.4 REFRESHER TRAINING</b>						
1. Training programs should be regularly reviewed and updated						
2. Systems should be maintained to make sure that food handlers are aware of all the steps to keep the food safe and fit for consumption						
Requirements & Guidelines	Compliance				Evidence & Comments	
	Y	N	NI	N/A		
<b>CODEX – HACCP</b>						
<b>1 Assemble HACCP team (preliminary step)</b>						

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
1. Product specific knowledge and expertise should be available for the development of an effective HACCP plan					
2. A multidisciplinary team should work		-			
3. If expertise is not available, expert advice from other sources should be inquired					
4. The scope of the HACCP plan should be identified					
5. The scope should involve the components of the food chain and general classes of hazards					
<b>2 Describe product (preliminary step)</b>					
1. A complete description of the product should be including relevant safety information such as composition, physical or chemical structure (Water activity, pH) microbial/static treatments (heat-treatment, freezing, brining, smoking), packaging, durability and storage conditions and method of distribution					
<b>3 Identify intended use (preliminary step)</b>					
1. The intended use should be based on the expected uses of the product by the consumer					
2. In specific cases, vulnerable groups of the population should be considered					
<b>4 Construct flow diagram (preliminary step)</b>					
1. Flow diagram should be constructed by HACCP team					
2. Flow diagram should cover all procedures in the operation					
3. Consideration should be given to procedures preceding and following the specified operation when HACCP is applied					
<b>5 On site confirmation of flow diagram (preliminary step)</b>					
1. Processing operation against the flow diagram in all procedures and hours of operation should be confirmed by HACCP team					
2. The flow diagram should be corrected where appropriate		-			
<b>6 List all potential hazards associated with each step, conduct a hazard analysis, and consider any measures to control identified hazards (principle 1)</b>					
1. All hazards that may exist should be listed by the HACCP team					
2. Hazard analysis should be done to see which hazards can be eliminated or reduced to acceptable levels so as to produce a safe final product			-		
3. In carrying out the hazard analysis, the following should be included if possible,					
4. Likely existence of hazards and degree of severity					
5. The qualitative and/or quantitative evaluation of existence of hazards		-			
6. Growth of undesirable microorganisms					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
7. Production or persistence in foods of toxins, chemical/physical agents					
8. Conditions leading to the above					
9. Control measures should be considered for each hazard					
<b>7 Determine Critical Control Points (principle 2)</b>					
1. Critical points which are important to control significant food safety hazards are considered as CCPs					
2. Logic for selection of CCPs should be reasonable					
3. Application of a decision tree should be flexible					
4. Decision tree can be used for guidance when determining CCPs					
5. Training in the application of the decision tree is suggested					
6. If a hazard has been identified as necessary for safety and no control measure presents at that step, then the product/process should be modified/changed at that step, or at earlier or later step so as to include a control measure					
<b>8 Establish critical limits for each CCP (Principle 3)</b>					
1. Critical limits should be specified and validated for each CCP					
2. More than one critical limit will be elaborated at a particular step in some cases					
<b>9 Establish a monitoring for each CCP (principle 4)</b>					
1. Monitoring is the scheduled measurement of a CCP relative to its critical limits					
2. Monitoring procedures should be able to detect loss of control at the CCP					
3. Monitoring should offer relevant information in time so as to make corrections and prevent critical limits from exceeding the range					
4. Process corrections should be performed when a loss control at a CCP is detected by monitoring					
5. Corrections should be carried out before a deviation occurs					
6. Data obtained from monitoring should be evaluated by a designated person					
7. If monitoring is not continuous, frequency of monitoring should be adequate to ensure CCPs are in control					
8. If monitoring is not continuous, frequency of monitoring should be adequate to ensure CCPs are in control					
9. Records and documents should be signed by the person who is responsible for monitoring and by a reviewing official(s)					
<b>10 Establish corrective actions (Principle 5)</b>					
1. Corrective actions should be employed for each CCP to adjust deviations if they happen					
2. The actions should make sure that the CCP has been corrected					
3. Proper treatment of the affected products should be included					
4. Deviation and product disposition steps should					

Requirements & Guidelines	Compliance				Evidence & Comments
	Y	N	NI	N/A	
be documented in HACCP record					
<b>11 Establish verification procedures (Principle 6)</b>					
1. Procedures for verification should be established			I		
2. The frequency of verification should be adequate to ensure that the haccp scheme is working properly		I			
3. Verification activities may include		I		I	
4. Review of haccp system and its records		I		I	
5. Review of deviations and product dispositions		I	I	I	
6. Confirmation that ccps are kept under control		I	I	I	
7. Validation activities should include actions to ensure the efficacy of all components of the haccp scheme		I			
<b>12 Establishment Documentation &amp; Record Keeping (Principle 7)</b>					
1. HACCP procedures should be documented and kept					
2. Documentation and record keeping should be appropriate			I	I	
Documentation examples are:					
1. Hazard analysis, CCP determination, critical limit determination		I	I	I	
Record examples are :					
1. CCP monitoring activities		I	I	I	
2. Deviations and associated corrective actions		I	I	I	
3. Modifications to the HACCP system		I	I	I	
<b>13 Training</b>					
1. Working instructions and procedures should be employed which explain the responsibilities of the personnel at each CCP		I			
2. Joint training of related industry and authorities offered					
3. Understanding in practical application of HACCP is important and should be encouraged		I		I	

\*\*\*\*\*END\*\*\*\*\*



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